

# **Centennial City Clerk**

## **Monthly Report**

### **December 2011**

<b>Activity</b>
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#### **Boards and Commissions**

The organizational meeting for the ad hoc appointment Committee for the Budget Committee was held December 6, 2011. The City Clerk staffed this committee, created forms and placed advertisements on its behalf.

#### **City Council Meetings**

The City Clerk and Deputy City Clerk staffed two City Council meetings in December. Audio recordings of each meeting and approved minutes are available via the city's web site at [www.centennialcolorado.com](http://www.centennialcolorado.com).

#### **Senior Citizen Commission**

The City Clerk staffed the regular meeting of the Senior Citizen Commission on December 13, 2011.

#### **Liquor Licensing**

The Centennial Liquor Licensing Authority conducted two Public Hearings on December 1, 2011 – a new Hotel / Restaurant Liquor License for Chalak Restaurants Park Meadows LLC, dba Genghis Grill – The Mongolian Stir Fry, 9617 B E. County Line; and a new Hotel / Restaurant Liquor License for Smokin Joes LLC, dba Big Hoss Bar-B-Q, 6955 S. York Street #422. The LLA approved each application.

The LLA also conducted a Public Hearing on December 15, 2011 for a new Hotel/Restaurant liquor license for Trevino Family Restaurants, dba La Playa Mexican Café, 7685 E. Arapahoe Road. The LLA approved this application.

Eleven (11) renewal applications were processed by the Deputy City Clerk in December.

#### **Passports**

Seventy-three (73) passport applications were accepted and sent to the U.S. Department of State in December. Forty-nine (49) photos were taken.

## Public Records Request

The City Clerk's office processed fourteen (14) public records requests in December. All requests were completed in a timely manner according to the Colorado Open Records Act.

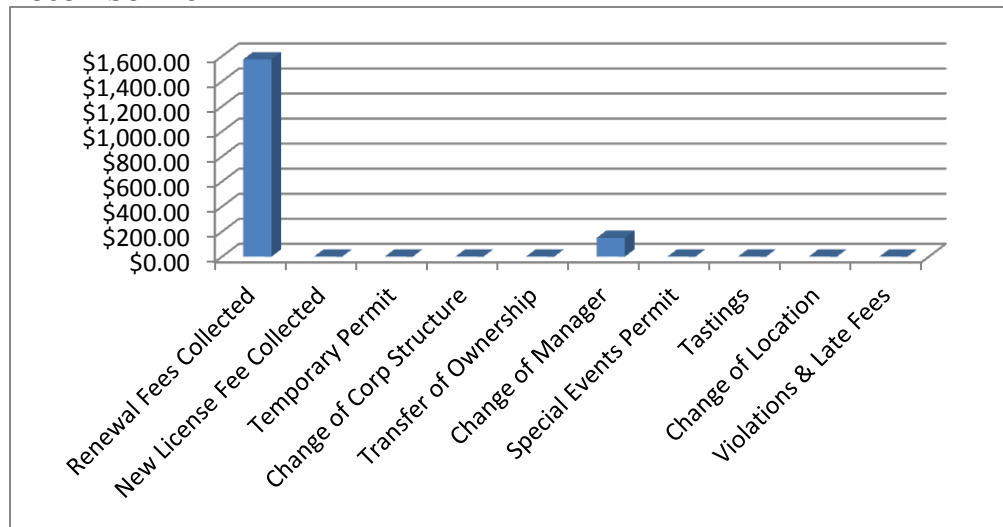
## Fees

### Liquor Licensing

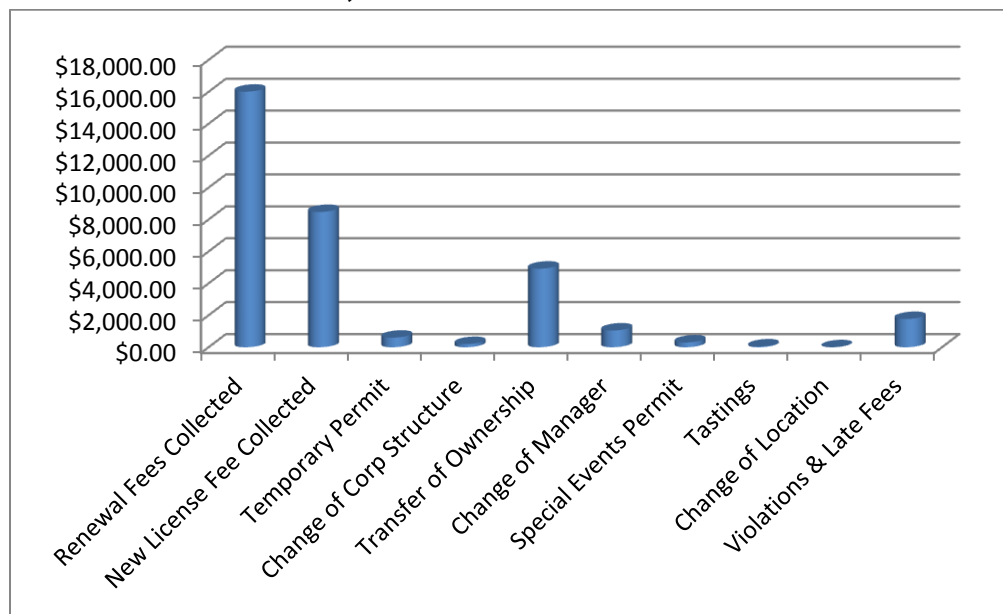
Total Licensing Fees Collected December 2011: **\$1,725.00**

(Compared to Total Licensing Fees Collected in December 2010: \$6,334.35)

### December 2011



### Year to Date 2011: \$33,384.16



(Compared to Total Licensing Fees Collected in 2010: \$46,925.64)

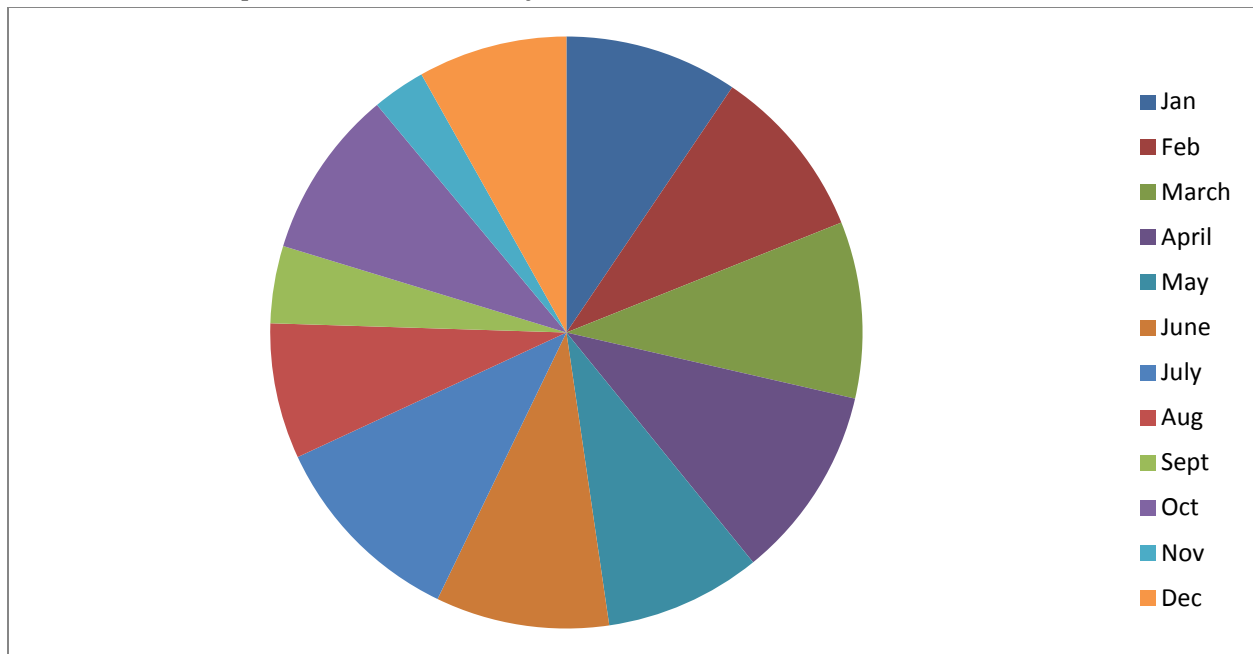
## Passports

Total Passport Fees Collected December 2011: **\$2,315.00**

Execution Fees to the City of Centennial: \$1,825.00

Photo Fees Collected: \$490.00

Year to Date Passport Fees Collected by Month:



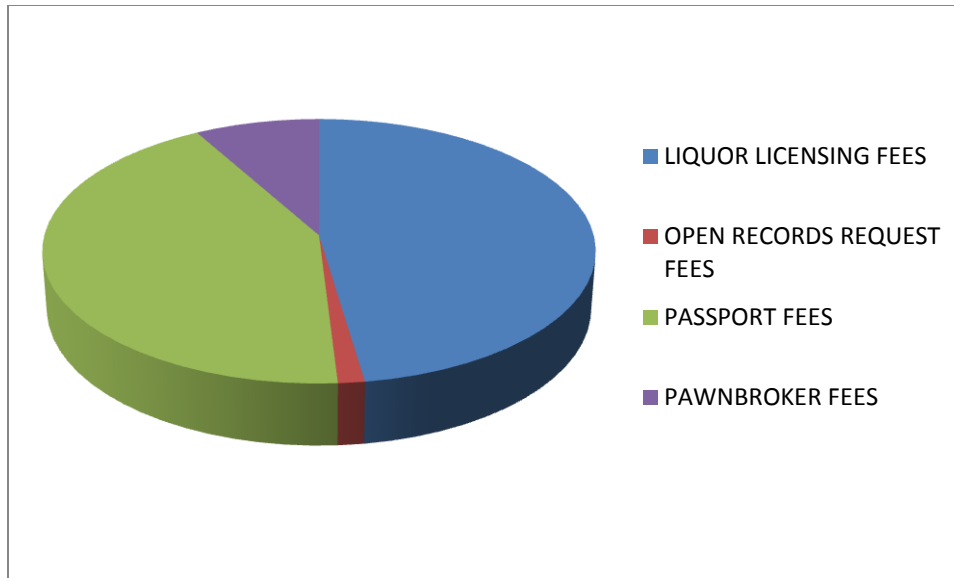
## Public Records Request

Total Public Records Request Fees Collected December 2011: **\$12.00**

Year to Date Total Fees Collected 2011: **\$922.73**

**Total Fees Collected by the City Clerk's Office Year to Date (2011): \$68,161.89**

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES	PAWNBROKER FEES
\$33,384.16	\$922.73	\$28,425.00	\$5,430.00



*(Compared to Total Fees Collected in 2010: \$80,262.27)*